Aleck Gabriel M. Ferry  
Yuri Gonzaga  
John Francis P. Sanchez

College for Research and Technology  
Bachelor of Science in Information Technology  
Burgos Avenue, Cabanatuan City 3100  
12/20/2024

Dr. Karen Eloisa T. Barroga  
Deputy Executive Director for Development  
Philippine Rice Information System (DA-PhilRice-PRiSM)  
Maligaya, Science City of Muñoz, 3119 Nueva Ecija

Dear Dr. Barroga,

We, the undersigned students of the Bachelor of Science in Information Technology program, are writing to express our earnest interest in completing our 300-hour On-the-Job Training (OJT) in your esteemed organization, the Philippine Rice Information System (DA-PhilRice-PRiSM). We are confident that your institution will provide an excellent learning environment where we can enhance our skills and gain valuable practical experience.

As aspiring IT professionals, we are eager to apply the knowledge and skills we have acquired in our coursework to real-world scenarios. We believe that working under the guidance of experienced professionals in your organization will not only deepen our understanding of the field but also help us develop essential competencies such as teamwork, problem-solving, and effective communication.

We are committed to working diligently and contributing positively to your organization during our training period. We are flexible, quick to learn, and ready to adapt to the tasks and responsibilities that may be assigned to us.

Thank you for considering our application. We would be honored to be given the opportunity to train in your organization. We are available at your convenience for an interview or to provide any additional information you may require.

We look forward to your positive response.

Sincerely,

Aleck Gabriel M. Ferry  
Yuri Gonzaga  
John Francis P. Sanchez  
Bachelor of Science in Information Technology

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